



LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

Wednesday 26th October 2022

To: All Members of the Planning & Highways Committee:
Councillors Herschy (Chair), Thomas (Vice-Chair), Bartlett, Hanna, Jacquet, Marsh,
Rosser and Williams.
(Copies to other Councillors for information)

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Planning & Highways Committee to be held on **Monday 31st October 2022 commencing at 19:00 hours** in the Council Chamber, 11 Corn Square, Leominster HR6 8YP.

Julie Debbage

Julie Debbage
TOWN CLERK

AGENDA

1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Town Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

2. DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4), and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.

3. HEREFORDSHIRE COUNCIL MEMBERS

To consider resolving that the participation of those Town Councillors who are also members of Herefordshire Council in both the debate and any subsequent vote on matters contained in this agenda is on the basis that the views expressed are preliminary views taking account of the information currently available to the Town Council and that County Councillors reserve their final views on all applications until they are in full possession of all relevant information both for and against.

4. REQUESTS FOR DISPENSATIONS

To consider requests for dispensations (must be notified in writing).

5. QUESTIONS FROM THE PUBLIC (maximum 15 minutes)

To receive questions and statements from members of the public as provided for in Standing Orders.

6. MINUTES OF PREVIOUS MEETING

To receive and approve as a correct record the minutes of the Planning & Highways Committee meeting held on 3rd October 2022.

7. PLANNING**(a) Planning applications**

The following applications have been received from the Planning Authority and require comment for determination by Herefordshire Council:

Application no & site address: Planning Consultation – **223317** – 4 Grange House, The Grange, Leominster, Herefordshire HR6 8AE

Description: T1: Corsican Pine - thin the overall crown by approx 10-15% and remove deadwood over and including 40mm. Supply and fit new 4ton cobrabracing kit at approx same height as the existing metal one.

Applicant(s): Ms Hilary Myers Currie

Grid ref: OS 34986, 259027

Application type: Works to Trees in a Conservation Area

Website link: <http://www.herefordshire.gov.uk/searchplanningapplications>

Application no & site address: Planning Consultation – **222978** – Units 11-14 and 21-24 (sites known as building 1 and building 2), Croft Business Park, Leominster, Herefordshire HR6 0QF

Description: Proposed variation of condition 2 of planning permission 89510 (Erection of light industrial units on land to the rear of English Estates, Southern Avenue, Leominster) - to allow for different cladding material.

Applicant(s): Mr James Hinton

Grid ref: OS 350108 - 258245

Application type: Planning Permission

Website link: <http://www.herefordshire.gov.uk/searchplanningapplications>

Application no & site address: Planning Consultation – **222798** – 17 Ridgemoor Road, Leominster, Herefordshire HR6 8EJ

Description: Proposed single storey rear extension to form conservatory. With glass sloping roof with opening lights. Matching brickwork to side and rear elevation with bi-fold and personal door.

Applicant(s): Ms Petrina Allen

Grid ref: OS 349522, 259677

Application type: Full Householder

Website link: <http://www.herefordshire.gov.uk/searchplanningapplications>

The following applications have been received from the Planning Authority. The applications relate to land in a neighbouring parish. The Planning Authority is seeking comments or views from the Committee as the land concerned is on or near the parish boundary.

Application no & site address: Planning Consultation – **220960** – Petrol Filling Station, Leominster Service Area, Ludlow Road, Leominster, Herefordshire HR6 0DQ

Description: Proposed installation of 6 no. chargers and associated infrastructure. Substation with enclosure. 3 no. jet wash bays (two covered).

Applicant(s): Motor Fuel Group Ltd.

Grid ref: OS 350170, 259629

Application type: Planning Permission

Website link: <http://www.herefordshire.gov.uk/searchplanningapplications>

Application no & site address: Planning Consultation – **223054** – Land at Manor Farm, Monkland, Leominster, Herefordshire HR6 9DB

Description: Proposed redevelopment of existing redundant farm buildings to create six dwellings.

Applicant(s): Callow Developments Ltd

Grid ref: OS 346075, 257637

Application type: Planning Permission

Website link: <http://www.herefordshire.gov.uk/searchplanningapplications>

Application no & site address: Planning Consultation – **223055** – Land at Manor Farm, Monkland, Leominster, Herefordshire HR6 9DB

Description: Proposed redevelopment of existing redundant farm buildings to create six dwellings.

Applicant(s): Callow Developments Ltd

Grid ref: OS 346075, 257637

Application type: Listed Building Consent

Website link: <http://www.herefordshire.gov.uk/searchplanningapplications>

- (b) **Section 106** – To receive feedback from the Mayor’s meeting regarding S106 agreements.
- (c) **Local Plan 2021 – 2041 – Rural Spatial Strategy and Settlement Hierarchy Workshop** – To consider attending an in person workshop event on 10th November 2022, at Saxon Hall in Hereford, to discuss the future rural spatial strategy and rural settlement hierarchy. An online event will also be held on 15th November 2022.

8. DECISIONS

The following planning decisions had been received from Herefordshire Council. This list covers the period since publishing the last agenda until 21st October 2022.

Leominster East**Number:** P214355/F**Current status:** Determination Made**Decision:** Approved with Conditions**Type:** Planning Permission**Location:** Plot 6 Leominster Enterprise Park, Brunel Road, Leominster, Herefordshire HR6 0LX**Proposal:** Proposed erection of trade counter with display area and warehouse building, associated vehicle parking and secure external compound.**Comment:** No Objection but the town council would encourage a landscaping scheme to meet biodiversity requirements.**Leominster South****Number:** P222440/FH**Current status:** Determination Made**Decision:** Approved with Conditions**Type:** Full Householder**Location:** 4 Robins Way, Leominster, Herefordshire HR6 8FT**Proposal:** Proposed free standing, non-permanent home office/studio.**Comment:** No Objection**Leominster South****Number:** P202785/F**Current status:** Determination Made**Decision:** Approved with Conditions**Type:** Planning Permission**Location:** Land To The Rear Of The Nook, Etnam Street, Leominster HR6 8AL**Proposal:** Proposed variation of condition 2 of planning permission 140007 (as subsequently varied by 141235/F)(Construction of a terrace of four cottages) change to position of building.**Comment:** The original planning was granted in 2014 with No Comment from the Town Council. The original application is believed to be for pedestrian access only through the narrow entrance that passes under a property on Etnam Street that doesn't allow for larger vehicle access and is constantly damaged both on the walls and on the bottom of the upstairs bedroom. Access also requires pulling across the pavement near to the Zebra crossing. There are also concerns about the surface drainage from this development and the lack of access for emergency services.**Leominster South****Number:** P213450/F**Current status:** Determination Made**Decision:** Approved with Conditions**Type:** Planning Permission**Location:** Land at Dishley Court, Newtown, Leominster, Herefordshire**Proposal:** Proposed development of 2 detached dwellings.**Comment:** No Objection providing the stipulations from residents regarding access and drainage are met.

The application conflicts with the Leominster Area Neighbourhood Plan LANP 3f. with regards to preserving hedges and trees and 3g. that proposals should not

result in the loss of small green areas or gardens that make an important contribution to the character of an area but Newtown is not mentioned in LANP 4 as a settlement.

9. HIGHWAYS AND PARKING MATTERS

- (a) **Highway and Parking Matters** - To consider any parking and highway issues relating to the Parish of Leominster.
- (b) **Public Footpath Diversion Order for Footpath ZC24(part)** – To consider the diversion order and following discussion, submit any comments to Herefordshire Council. Please see supporting documents.
- (c) **Request from Kingsland Parish Council to support Cobnash village signage** – To consider sending a letter of support to Kingsland Parish Council, regarding a request from Cobnash residents, for village name signs for their settlement. Please see attached documents.
- (d) **Extraordinary Market Towns Maintenance Fund** – To note the update from Balfour Beatty regarding the progress of works to be covered by the Extraordinary Market Towns Maintenance Fund. Please see attached documents.
- (e) **20 Miles Per Hour Zones** – To consider submitting a request for 20 miles per hour zones in Leominster.
- (f) **Etnam Street Pavements** – To discuss concerns regarding the condition of the pavements along Etnam Street.

10. DATE OF NEXT MEETING

The next meeting will be held on Monday 21st November 2022 in the Council Chamber, 11 Corn Square, Leominster, HR6 8YP commencing at 7:00pm.

LEOMINSTER TOWN COUNCIL

PLANNING & HIGHWAYS COMMITTEE

Minutes of the Planning & Highways Committee meeting held on Monday 3rd October 2022 commencing at 19:00 hours in the Council Chamber, 11 Corn Square, Leominster HR6 8YP

MEMBERS PRESENT: Councillors Herschy (Chair), Bartlett, Hanna, Jacquet, Marsh and Rosser.

OFFICERS PRESENT: Town Clerk, Democratic Services Officer.

PH64/22 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted by the Committee for Cllr Thomas (Illness) and Cllr Williams (Work).

PH65/22 DECLARATIONS OF INTEREST

There were no Declarations of Interest made.

PH66/22 HEREFORDSHIRE COUNCIL MEMBERS

Committee **RESOLVED** that the participation of those Town Councillors who are also members of Herefordshire Council in both the debate and any subsequent vote on matters contained in this agenda was on the basis that the views expressed were preliminary views taking account of the information that was currently available to the Town Council and that County Councillors reserved their final views on all applications until they were in full possession of all relevant information both for and against.

PH67/22 REQUESTS FOR DISPENSATIONS

No requests for dispensation had been received.

PH68/22 QUESTIONS FROM THE PUBLIC

No members of the public were present.

PH69/22 MINUTES OF PREVIOUS MEETING

It was **RESOLVED** that the minutes of the Planning & Highways Committee meeting held on 5th September 2022 be agreed and signed as a correct record.

(Proposed: Cllr Hanna, Seconded: Cllr Jacquet Unanimous).

PH70/22 PLANNING

(a) **Planning applications** – It was **RESOLVED** to submit the following comments to Herefordshire Council:

Application no & site address: Planning Consultation – **222924** – Hillcrest, 143 Bargates, Leominster, Herefordshire HR6 8QS

Description: Propose to pollard large Willow tree; reduction of back hedge to regulation height; removal of medium sized split Conifer.

Applicant(s): Mrs Carolyn Kenyon Jackson

Grid ref: OS 348998, 258970

Application type: Works to Trees in a Conservation Area

Comment: No Objection

(Proposed: Cllr Rosser, Seconded: Cllr Bartlett
Unanimous).

Application no & site address: Planning Consultation – **222855** – 3 Broad Street, Leominster, Herefordshire HR6 8BT

Description: Proposed repair and overhaul of existing sash windows, replacement of 3 no. modern window and re-felting of flat roof areas to rear.

Applicant(s): Mr Matthew Jackson

Grid ref: OS 349613, 259128

Application type: Planning Permission

Comment: As Leominster Town Council is a partner of the High Street Heritage Action Zone Project, it will not be commenting on this application. Members of the public are free to make recommendations through the relevant channels.

(Proposed: Cllr Jacquet, Seconded: Cllr Rosser
Unanimous).

Application no & site address: Planning Consultation – **222856** – 3 Broad Street, Leominster, Herefordshire HR6 8BT

Description: Proposed repair and overhaul of existing sash windows, replacement of 3 no. modern window and re-felting of flat roof areas to rear.

Applicant(s): Mr Matthew Jackson

Grid ref: OS 349613, 259128

Application type: Listed Building Consent

Comment: As Leominster Town Council is a partner of the High Street Heritage Action Zone Project, it will not be commenting on this application. Members of the public are free to make recommendations through the relevant channels.

(Proposed: Cllr Jacquet, Seconded: Cllr Rosser
Unanimous).

Application no & site address: Planning Consultation – **222804** – Gattertop Cottage, Ivington, Leominster, Herefordshire HR6 0JY

Description: Proposed annexe for family accommodation ancillary to main dwelling.

Applicant(s): Ms Thomas

Grid ref: OS 347518, 254625

Application type: Full Householder

Comment: Objection - the proposed annexe doesn't fall within the settlement boundaries (LANP 4). The annexe should be attached to the main building. In the event of planning being granted, please concur with the pre-application advice.

(Proposed: Cllr Hanna, Seconded: Cllr Rosser

For: 5

Abstention: 1).

- (b) **Planning Application Decisions made under Delegated Powers to the Clerk –**
 The following application has had a reply submitted following consultation with Councillors on the Planning & Highways Committee and was ratified at this meeting:

Application no & site address: Planning Consultation – **222593** – The Coach House, 18a Etnam Street, Leominster, Herefordshire HR6 8AQ

Description: T1 - Willow tree. Fell due to decline of tree.

Applicant(s): Mr John Farrar

Grid ref: OS 349736, 258864

Application type: Works to Trees in a Conservation Area

Comment: No Objection

PH71/22 DECISIONS

The following planning decisions received from Herefordshire Council were noted. These were presented at the meeting.

Leominster East

Number: P222593/K

Current status: Determination Made

Decision: Trees in Cons Area Works Can Proceed

Type: Works to Trees in a Conservation Area

Location: The Coach House, 18a Etnam Street, Leominster, Herefordshire HR6 8AQ

Proposal: T1 - Willow tree. Fell due to decline of tree.

Comment: No Objection

Leominster South

Number: P214479/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: Land adjacent The Hen House, Newtown, Leominster, Herefordshire HR6 8QD

Proposal: Proposed change of use of land (field margin) together with the siting of one shepherd's hut holiday lodge with decking to be used as a holiday let (Retrospective).

Comment: No Objection

Leominster South

Number: P220273/F

Current status: Determination Made

Decision: Approved with Conditions

Type: Planning Permission

Location: 41,43 & 45 Pump Piece, Leominster, Herefordshire HR6 8HR

Proposal: Proposed change of use from registered care home (C2) to dwelling houses C3(B). Single storey rear extension and front elevation alterations to no 41 and associated disabled access modifications, including access ramps to front and rear gardens.

Comment: No Objection

Leominster South

Number: P222097/A

Current status: Determination Made

Decision: Approved with Conditions

Type: Advertisement Consent

Location: Pharmacy Westfield Walk, Westfield Walk, Leominster, Herefordshire HR6 8HD

Proposal: Vinyl wrap to the front of the Medpoint machine with Medpoint logo and operational instructions.

Comment: No Objection

Leominster North & Rural

Number: P222330/J

Current status: Determination Made

Decision: Trees covered by TPO – Consent Granted

Type: Works to trees covered by TPO

Location: Grassland to Rear of Ridgemoor Road, Leominster, Herefordshire HR6 8UN

Proposal: T1: Willows (x3) - pollard as per request by Balfour Beatty. Herefordshire Council SP. Due to size in relation to location.

Comment: No Objection

Leominster West

Number: P222553/K

Current status: Determination Made

Decision: Trees in Cons Area Works Can Proceed

Type: Works to Trees in a Conservation Area

Location: 4 Perseverance Road, Leominster, Herefordshire HR6 8QR

Proposal: T1 - Maple tree. Crown reduce in height by and thin by 30%. T2 - Magnolia tree. Reduce section of crown to balance.

Comment: No Objection

PH72/22 HIGHWAYS AND PARKING MATTERS

(a) Highway and Parking Matters - Committee noted the following parking and highway ... issues, relating to the Parish of Leominster, that were reported at the meeting:

- Cllr Marsh advised that she has received advisory letters from Herefordshire Council to put on cars that are parking on pavements along Bargates. The Environment & Grounds Supervisor will issue the letters, take photographs of the cars and send details to parking enforcement. The police will also be offered copies of the letter. If Councillors have concerns regarding parking they should notify the clerk. An article will be submitted for inclusion in the next issue of Leominster News;
- Accessibility Herefordshire will be training people to become accessibility champions. They have submitted a bid for a number of places around the county, including Grange Court, to receive accessible changing rooms. Details of the location of the changing rooms will be published on the Changing Places website. Cllr Jacquet volunteered to be involved with the project if required.

MINUTES (AGENDA Item 6)

The clerk advised that the Town Council will be sourcing funding for an accessible unit for the Grange Walk toilets;

- Concerns have been raised about the condition of a building in West Street. The matter has been reported to the Building Control Department;
- The Etnam Street road sign is missing from the corner by Pinsley Road;
- A number of drains on Caswell Road need to be inspected following flash flooding;
- A drain has collapsed by Osborne Place and needs repair.

(b) Possible deployment of Speed Indicator Device (SID) in Leominster – Committee noted that the clerk has chased up the request for a SID and is awaiting a reply.

PH73/22 LICENCING MATTERS

Committee noted the renewal of the licence for Corn Square Car Park and that there is an accompanying map showing the location.

PH74/22 DATE OF NEXT MEETING

Committee noted that the next meeting would be held on Monday 31st October 2022 in the Council Chamber, 11 Corn Square, Leominster, HR6 8YP commencing at 7:00pm.

There being no other business the meeting closed at 19.44 hours.

CHAIR:

DATE:

Kingsland PC - Request re: Cobnash village sign

Kingsland PC has been approached by Cobnash residents to request village name signs for their settlement. The start of the Cobnash settlement is widely considered to include China Hall, which lies in Leominster, and in September 2022 the parish council agreed to request two village name signs, by China Hall and by the Mill on the B4360.

It was resolved to request the village name signs from the highway authority under community commissioning, and as China Hall lies outside the parish, the support of Leominster Town Council is requested before completing the commissioning form.

To be clear, there is no expectation of financial support for the China Hall sign from Leominster Town Council, but the support of the council for the location of the sign would be most helpful. As you will know, under community commissioning, the highway authority will review the proposed location for the village name sign and Kingsland PC will likely commission Balfour Beatty to install the sign.

Hopefully, this email includes all the information you need. If you have any questions or require clarification on any aspects of the proposed project please let me know.

Kind regards,
Clerk to Kingsland Parish Council.

Extraordinary Market Towns Maintenance Fund

Please find below the latest information and update for you.

Leominster:

BBLP undertook a site meeting with their subcontractors, and following this site visit BBLP advise that the resurfacing works provisionally booked for West Street in mid-November are to be reprogrammed for Spring 2023. BBLP were unable to obtain all the as built information, and as a result drainage surveys, utility surveys and trial holes will need to be undertaken to inform the design which will be undertaken mid-November. As the works for West Street cannot be fully costed until the surveys and design are completed BBLP cannot currently confirm whether there will be enough budget to also allow Rainbow Street and Burgess Street to also be completed and will update further once costs are known. BBLP anticipate that moving the works to the Spring will potentially give a better weather window to allow the asphalt and red chips to be laid.

Kind regards

Network & Engagement Manager | Balfour Beatty | Services | Living Places